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**Emily Q Settlement Team:**  
**Accountability Structure Implementation Strategy Task Group (ASIS)**  
*Meeting Notes – January 8, 2009; 1:00 – 3:00 PM*

The task group was proposed in October 2008 as part of the Emily Q Settlement Team Nine-Point Plan submitted to the Court on September 24, 2008. This plan was approved by the Honorable A. Howard Matz, U.S. District Judge, Central District of California, on November 14, 2008. Membership is drawn from the State Departments of Mental Health and Health Care Services, as well as county mental health plans, plaintiffs, providers, consumers and family members, and contractors. The task group was formed to create and monitor the development of an accountability structure per the approved Nine-Point Plan. –Sean Tracy, Chief DMH Office of Strategic Planning and Policy

**Attendance:** Sheila Baler (APS), Sophie Cabrera (DMH), Lanette Castleman (DMH by phone), David Gray (Settlement Team Facilitator), Catherine Hendon (DMH), Dina Kokkos-Gonzales (DHCS, by phone), Sulayman Konte (DMH), John Krause (DHCS by phone), Rita McCabe (DMH), Christopher Medrano (DMH), Dave Neilson (ADP by phone), Jim Preis (Mental Health Advocacy Services, Inc., by phone), Maureen Price (DMH), Rick Saletta (Special Master), Nicette Short (CA Alliance for Child and Family Services, by phone), Sean Tracy (DMH), Melinda Vaughn (AG by phone)

**Action items**

1. Task Group approved charter; final draft will be presented to group for signature on February 4, 2009.
2. DMH will update the TBS website to incorporate Task Group feedback.
3. DMH will schedule meetings through September 2009.
4. DMH will create a department e-mail account for TBS that will be posted to the TBS internet site, and will report on progress on February 4, 2009.
5. Per the suggestion of the ASIS Task Group, DMH will explore the possibility of utilizing CIMH/DMH Collaborative Funding Strategies Manuals.
6. The Coordination of Care Plan needs to be further defined. Task Group leadership will take this issue to the larger Settlement Team for next steps.
7. DMH will post TBS FAQs to the DMH TBS internet site as soon as they are finalized.
8. The Alliance will recruit Provider participants for the ASIS Task Group by February 4, 2009.
9. LA County will join the ASIS Task Group as of February 4, 2009.
10. DMH Program Compliance will report on TBS Audit Protocol use (Yolo, Santa Cruz) on February 4, 2009.
11. ASIS will meet the first Wednesday of each month from 1:30 – 3:30.
12. County updates will be a standing agenda item under “Reports.”
13. ASIS members are asked to attend the February 4, 2009 meeting in person (Sacramento, CA).

## **Welcome, introductions, and updates**

1. The Special Master recently visited Los Angeles County to discuss the implementation of the Nine Point Plan.
  - a. The conversation was productive and LA is interested in participating fully in this process.
  - b. LA will be participating on the ASIS Task Group beginning February 4, 2009.
2. The California Alliance for Child and Family Services (The Alliance), a provider organization, will also be actively participating on the Task Group beginning January 8, 2009. The Alliance will also recruit approximately two providers to participate on the Task Group by February 4, 2009.
3. DMH explains how the recent DMH Community Services Division reorganization will impact Emily Q Settlement Team efforts.
  - a. Counties and Government Partners may continue to contact their County Liaison during the transition process. These contacts will be notifying external parties of their new DMH contacts.
  - b. There will be a new Medi-Cal Guidance and Small County Assistance Center that will be a single point of contact for many inquiries that were formerly fielded by the DMH County Operations Unit.
4. Any edits to the prior meeting notes and ASIS contact roster, from the January 8, 2009 meeting materials, should be sent to Catherine Hendon (DMH).
5. The Special Master emphasizes the need for all parties to review the entire Nine Point Implementation Plan. We cannot solely focus on single points of the Plan, but must view this as an interdependent plan with each point contributing to the success of our larger objective—to create accessible, effective, and sustained TBS for children and their families in the Emily Q class in California.
6. The Special Master's next Quarterly Report to the Court is due January 23, 2009.

**ASIS Draft Charter Review:** The Task Group approves the charter, and DMH will present a final copy for signature on February 4, 2009.

## **Reports**

1. DMH TBS Information Notice 08-38 was released on December 22, 2008.
  - a. DMH will update the link to the DMH TBS website on page 10 of the Information Notice.
  - b. Most of the feedback Counties have sent to DMH have been requests for clarification, and have not indicated that there are any major errors/conflicts in the content.
    - i. Three Counties have provided feedback to DMH.
    - ii. DMH clarified to Counties that any TBS-related services, not only the one-on-one therapy, should be claimed under Mode 15, Service Function 58/HR 2019.
  - c. The Alliance is soliciting feedback from their Providers, and they will report the results to DMH by January 22, 2009.
2. Contract with APS Healthcare
  - a. The Task Group has had the opportunity to review the scope of work for the contract with APS Healthcare. DMH has incorporated the majority of this feedback into the contract language.

- b. In December 2008, DMH worked to negotiate the scope of work and terms of the contract with APS Healthcare. DMH and APS signed the contract in December 2008.
  - c. The deliverables outlined in the contract are pursuant to the ASIS Plan that will be developed jointly by DMH and APS Healthcare at the outset of the contract term. The ASIS Plan will provide the ASIS Task Group with the flexibility to further develop/clarify the specifics of each deliverable.
  - d. In response to The Alliance's question, APS Healthcare will have a role with Providers as well as Counties. The conversations with Counties will include a variety of service partners, among which are local Providers. These conversations will be carried out in a unique way for each County.
3. TBS website update
- a. DMH will create a department e-mail account for TBS that will be posted to the TBS internet site. The DMH Community Services Division and Directorate will have access to this account.
  - b. DHCS requests that the TBS internet page describes TBS as a "Supplemental Specialty Mental Health Service."
  - c. Any requests to have documents posted should be sent to Catherine Hendon (DMH), and will need formal DMH review and approval prior to posting.
4. Revised Audit Protocol
- a. DMH Division of Program Compliance has convened an Audit Protocol Workgroup that will address the changes to the Audit Protocol for Counties.
  - b. Program Compliance's first County review under the new Protocol occurs the week of January 12, 2009. They will begin audits with Yolo and Santa Cruz Counties, a small and large County, to evaluate the transition to the new Protocol.
  - c. DMH Program Compliance will report back any issues or concerns to the Task Group.

## **Discussion points**

1. Level II County Discussions
- a. The ASIS Task Group will utilize the Coordination of Care Strategy in the development and implementation of an accountability structure.
    - i. Coordination partners include: State Department of Social Services, Probation, California Superior Courts (not under jurisdiction of the Court), etc.
    - ii. The Blue Ribbon Commission on Children and Foster Care has been monitoring the Emily Q Settlement Team efforts. Many of the TBS partners were members on this commission.
    - iii. Task Group members discussed potential contacts, who know many key local TBS partners (Dependency Courts, Providers, etc.), that can assist the Task Group in generating County/Partner interest in the local "learning conversations." Based on feedback from these contacts and other TBS partners, the Task Group anticipates a high level of collaboration and participation.
    - iv. The Alliance offers their assistance in generating interest of local TBS partners. Their Providers serve children/youth from multiple areas (probation, mental health, foster care, etc.).

- b. The Task Group should work on identifying TBS expansion populations of Emily Q class members from across the public health and safety system. This will require coordination with partners.
- c. A suggestion was made to put together a brief summary of ways our TBS partners can help with the implementation of the Nine Point Plan, including the learning conversations and accountability structure implementation. DMH will work on this proposal for ASIS review.
- d. Suggestion to pass on to the Technical Assistance, Communications, and Training (TACT) Task Group: Hold training sessions for TBS partners to help them identify when a child/youth is eligible for TBS.

## 2. Tools for Accountability

- a. County attention is currently directed at high priority issues such as fiscal concerns. Consequently, we need to demonstrate how this accountability structure implementation process benefits their unique county.
    - i. The ASIS Task Group needs to become familiar with the counties. This will be achieved through the learning conversations and other communications/outreach.
    - ii. The knowledge gained through the learning conversations will be used to shape data analysis and reporting.
  - b. Per the suggestion of the ASIS Task Group, DMH will explore the possibility of utilizing CiMH/DMH Collaborative Funding Strategies Manuals. This may provide an opportunity to use funds more efficiently. DMH will evaluate this proposal.
  - c. The ASIS Task Group should explore methods for giving positive reinforcement to Counties that perform well. DMH requested that specific ideas be proposed formally to the ASIS Task Group in future meetings.
3. The Coordination of Care Plan will be further defined with the support of the Emily Q Settlement Team. Task Group leadership will take this issue to the Settlement Team for next steps.

## Closing Business

- 1. Due to schedule conflicts, the ASIS Task Group decides to meet the first Wednesday of each month from 1:30 – 3:30 PM.
- 2. Task Group members request that “County Updates” be a standing agenda item under “Reports.” This will provide the opportunity to present any information acquired from conversations with Counties.

## Adjourn

**The next meeting is scheduled for February 4, 2009. If possible, please attend in person. This meeting will take place from 11:30-3:30.**